

Statement of Deficiencies

5305-D: Department of Health

Not Met

Approval Date :

Findings/Corrections

5305.D. The Provider lacked documentation of a current annual inspection and approval from the Office of Public Health, Sanitarian Services.

Last Inspection was 3/8/04.

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.3. The Provider did not have a job description for every position at the center for 3 staff.

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for 2 staff. Documentation of submission **[was not]** available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

5312-A: Orientation Training

Not Met

Findings/Corrections

No Orientation Training 5312.A. Provider lacked documentation that 1 staff received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

5327-N: Safety Box

Not Met

Findings/Corrections

5327.N. The Provider did not **post** "The Safety Box" newsletter issued by the Attorney General's Office as required by Chapter 55 of Title 46 of the L.R.S 46:2701.